

**Minutes of Chief Officer Group  
0930 hours Wednesday 1 April 2009  
Chief Officers' Conference Room**

**Open Session**

**Attendance**

Chief Constable (Chair), Deputy Chief Constable, ACC(OS) Mr Leaver, ACC(O) Mr Donald, ACO(S) Mr Goatley, and C/Supt. Furlong, Corporate Development Branch.

Chief Inspector Andy Barnes (Item 1 only)

**1. Presentation – Consolidated Cabinet Submission re CONTEST**

- 1.1 D/C/Insp. Andy Barnes gave a presentation to COG in respect of the second edition of the Contest strategy. He explained the current international threat in detail and also the drivers of terrorism. D/C/I Barnes then developed elements of the three year strategy. At its conclusion the Chief Constable thanked him for an interesting and informative presentation.

**2. Apologies**

- 2.1 ACO(HR) Ian Watson

**3. Minutes of the previous meeting – 4 March 2009**

- 3.1 The minutes of the meeting held on 4 March 2009 were agreed as a true and accurate record.

**4. Outstanding Actions Schedule**

- 4.1 The actions were updated as per the schedule.

**5. IPLDP Attestation**

- 5.1 The Chief Constable presented a paper in respect of the IPLDP attestation process on behalf of ACO(HR) Mr. Watson. He informed colleagues that new student officers currently attend an attestation evening during the second week of training. Additionally, at the completion of the student officers' probation a confirmation ceremony then took place at the Guildhall. However, the conclusion of the foundation training phase which was reached after approximately 23 weeks was not formally recognised. The paper recommended changes in that a Chief Officer should attend the opening day of a new student course in order to welcome them to the force and to discuss matters such as the values and standards expected of them. Student officers would also undertake a simple attestation ceremony during the first week of the training. It then proposed that at the conclusion of the Foundation phase (after 23 weeks) a formal passing out ceremony involving families should be held at the Guildhall with Chief Officer attendance.

5.2 The Deputy Chief Constable supported the principle and recommended to colleagues that they provide a broader agenda to new staff on the first day of their training. He suggested a period of approximately 1 hour when matters such as the primary purpose of the organisation, core values and citizen focus were outlined. All Chief Officers supported this principle and ACC(O) Mr. Donald suggested that in the current environment where significantly more police staff than police officers were likely to be employed, an induction presentation should also be considered for their benefit.

5.3 The Chief Constable agreed with all of the proposals and made the following decisions:

- All three recommendations as contained in the paper were approved.
- That the paper be returned to ACO(HR) Mr. Watson to consider the opportunities for providing a similar type of presentation to support staff.

**Action: The Chief Constable to advise members of the Police Authority and Magistrates in respect of the agreed changes.**

## 6. Business Case Reductions

6.1 C/Supt. Furlong introduced the paper in relation to business case reductions. In December 2008 COG Plus approved seven business cases for inclusion within the five year financial forecast. COG had asked the Strategic Change Manager, Ms Ahern, to scrutinise the three largest business cases, with the business case owners, with a view to reducing the cost of each case by at least 5% in the first year. The paper contained a number of options and COG then considered them in sequence.

### 6.2 a) The Impact Business Case

COG considered the proposals in relation to the Impact Business Case and supported options 1 and 2, but did not support option 3.

Recommendation 1 at paragraph 9 was therefore approved and £119,750 would be saved in year 1 of the project by delaying the appointment of staff until 1 July 2009 and delaying the implementation of various IT requirements until October 2009.

### b) The High Tech Crime Unit

A 5% saving in the year 1 costs of the High Tech Crime business case equated to £29,400. Ms Ahern's report tabled three proposals which made a total reduction of £30,000 in year 1.

COG were concerned with respect to the accuracy of the proposals for a number of reasons. A small saving was proposed through a reduction in the cost of rates, yet that was by no means certain as a suitable building had yet to be identified. A reduction in costs of forensic outsourcing in the sum of £7,000 was also proposed from a figure that had already been

previously reduced and it was felt that there was no science behind this element of the bid.

The Chief Constable directed that the case be remitted back to the Business Case owner and ACC Leaver for further work to be done which would confidently reduce year one costs by a minimum of 5%.

**Action: ACC Leaver and the Business Case owner, D/Supt. Richard Kerman, to carry out further work in relation to the business case to**

- i) provide definitive proposals that would reduce the business case costs by at least 5% in year 1 and**
- ii) provide further information in relation to the staff costs of the business case and as to whether there are any further opportunities to create savings by slowing staff appointments**

c) Citizen Focus Business Case

COG considered the merits of the various options around the Citizen Focus business case and did not support options 1 and 2 which related to delays in CIS4 developments and a reduction in the level of ISB support and maintenance.

In relation to option 3 (regarding the delay in the appointment of posts surrounding web site maintenance and administration), the Chief Constable required that further work should be carried out to understand the benefits and consequences of this proposal.

Recommendation 4 was still approved to reduce the overall budget for year 1 of the citizen focus business case by 5% and the shortfall should be managed within the project. Recommendation 5 was also approved in that the re-profiling should be a matter of note at the Outstanding Policing Programme Board. Recommendation 6 was similarly approved in that the remaining business cases were to be funded as per the original proposals.

6.3 COG also agreed that any further budget savings identified as a consequence of delays in employment should be returned promptly by Project Managers to central force budget.

6.4 The Chief Constable thanked Ms Ahern for the quality of her report, which was well laid out and easy to understand.

## 7. **Special Olympic Games**

C/Supt. Furlong presented a letter from the Norfolk Constabulary Chief Constable in relation to the Special Olympic Games to be held in Leicester in July 2009. Norfolk Constabulary were taking part in a torch run and were intending to raise £50,000 for charitable purposes. The letter was asking police forces to consider donating £1,000 toward that target. The matter was discussed and it was agreed that the request would not be supported as COG thought it

was not appropriate to use public funds in this particular manner. The Chief Constable stated that he would reply personally to this particular letter.

**Action: Chief Constable to reply to Chief Constable Ian McPherson in respect of the request for a charitable donation.**

**8. Chief Officer Visits**

8.1 There were no visits of any particular note to report.

**9. Summary of Actions – Open Section**

9.1 Chief Superintendent Furlong summarised the actions so far.

**Next Meeting: 0930 hrs – Wednesday 8 April 2009**